

TRANSMITTAL SLIP		DATE 4 Dec 57
TO: Jim		
ROOM NO.	BUILDING	
REMARKS <p>I hope this will be of some help. I'd like to talk to you-all about this to get your and Jay's opinions before I have to go to the second of the Annuals conferences on Wednesday morning, 11 December.</p> <p style="text-align: right;">CT <i>File</i></p>		
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FORM NO. 241 REPLACES FORM 36-8
 1 FEB 55 WHICH MAY BE USED.

(47)

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Geographic Area
VIA : Chief, Geography Division
FROM : Chief, Coordination Staff

DATE: 4 December 1957

SUBJECT: Proposed Outline and Schedule for NIS Chapter I Annuals

BACKGROUND

1. NIS Committee Meeting No. 253, 15 October 1957, par. 7 (attached)
2. NIS Committee Meeting No. 254, 5 November 1957, par. 6 (attached)
3. Minutes of NIS Annuals Conference No. 1, 27 November 1957 (attached)
4. NIS Annual Outline Guide (Tentative), 21 November 1957 (already forwarded)
5. NIS Annual Schedule for First Year, 27 November 1957 -- also tentative but not so labeled (already forwarded)
6. Prototype of Annual for Yugoslavia (not yet available to D/GG)

COMMENTS

1. Basic vs. current intelligence

The premise that the NIS Chapters I should replace the OCI Handbooks is unsound. The NIS includes basic intelligence and is not intended as an outlet for current-intelligence information. The titles of the Office of Basic Intelligence and the Office of Current Intelligence should be sufficient evidence that the functions of the two should not overlap.

Also, the length of time required for publication of a section of the NIS precludes its use as a source of current intelligence. Chapters I are requiring from 5 to 8 months for publication after the material is submitted to OBI, and the cutoff date of research is 1 month prior to that. A Chapter I, therefore, is from 6 to 9 months out of date before it is published. If the Annuals follow the same pattern, how useful will they be as current intelligence?

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2. Currency of scheduling

Scheduling of Chapter I of NIS is done far in advance and is based on many factors. Keeping abreast of a constantly changing world situation, such as is necessary for a current-intelligence publication, would require a more flexible schedule than that of the NIS.

3. Amount of work required

Under Procedures, p. 2, lines 19-21, of the attached outline guide for the Annuals, the following statement appears:

It is intended that the substance of the contributions be based on the latest information readily available to the contributing agency without additional research; in other words, information which is normally used by an agency in maintaining its appreciation of foreign situations.

Anyone engaged in research of this nature realizes that considerable additional work will be required to review the existing Chapters I and check the currency of the data, even if no major changes are encountered in the research. Submitting only the information at hand (as proposed in the outline) would not guarantee a complete, reliable product.

4. Practicability of proposed schedule

Supplying an Annual for each published Chapter I would mean an approximate total production as follows: 24 in first year (ending in February 1959); 32 in second; 40 in third; 48 in fourth; etc., to an estimated total of 75 per year (by 1964). This would result, at the maximum, in the production of approximately 3 Annuals every 2 weeks. To superimpose such a schedule on already overloaded producing units is completely unrealistic unless provision is made for allocation of additional personnel and funds for this purpose alone.

5. Estimated additional work load for D/GG area branches

To keep abreast of the changing mapping situation for sociological, political, and economic maps for all areas represented by published Chapters I, as well as to prepare original contributions to scheduled Sections 19 and Chapters IX, would require considerably more time and personnel than is currently available. This is particularly true since the emphasis in the D/GG area branches is no longer on map intelligence; the analysts cannot be expected to keep current on mapping programs, etc., without additional research to meet specific requirements.

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6. Estimated additional work load for the Coordination Staff

While the burden of the preparation of the Annuals would fall on the contributors to Section 19, the Coordination Staff would also be adversely affected by such a program. Reviewing, coordinating, and editing the information submitted, together with the mechanics of preparing the material for submission to OBI, would necessitate the addition of one person to the Staff.

To meet the schedules outlined for the first year would be an impossibility, since the two members currently assigned to the Staff cannot fulfill present commitments for the Chapters IX and Sections 19 scheduled for this year.

7. Information to be included in Annuals

The prototype and the proposed outline guide both provide for inclusion of information in the Annuals that does not appear in the Chapters I (biographic sketches, etc.). If the purpose of the Annuals is to keep the Chapters I up to date, what is the justification for including data not in the Chapter I outline? No provision is made in the present planning for changing the Chapter I outline to incorporate this information in future Chapters I or in the maintenance of Chapters I. A Chapter I maintenance will, under the present system, include less information than the combination of the former Chapter I and its Annual, which it supersedes.

8. Distribution of the prototype

Copies of the prototype were distributed to representatives of Air Force, Army, Navy, and State at the 15 October NIS Committee meeting for consideration by their respective agencies. At no time, however, were copies made available to the producing components of CIA. Three members attending the Annuals Conference No. 1 had not seen the prototype until the day the meeting was held. The statement in the minutes concerning "a program of NIS Annuals similar to the prototype with which the group members were familiar" is only four-sevenths accurate. (The three CIA members of the group have requested that copies be reproduced and forwarded to them, but these copies will probably not be available before 6 December -- more than 7 weeks after they were received by the other agencies.)

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Can anything be done to establish representation on the NIS Committee for the producing components of CIA, so that situations such as this do not recur?

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Enclosures:

- Minutes of NIS Committee Meeting No. 253
- Minutes of NIS Committee Meeting No. 254
- Minutes of NIS Annuals Conference No. 1

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